



## COMPUTER USER MEMORANDUM OF AGREEMENT

As a user of computer/communication resources and services of the United States Courts,

1. I understand that failure to sign this acknowledgment will result in denial of access to the judiciary's network (DCN) and may result in disciplinary action, up to and including termination.
2. I have read and reviewed a copy of the "*Computer User's Handbook*" for the United States District Court, Eastern District of Kentucky," hereafter known as the "Handbook".
3. I understand and agree to abide by the guidelines in the handbook.
4. I understand that I am responsible for all actions taken under the network and e-mail accounts that have been assigned to me and will use these accounts in accordance with the provisions set forth in the handbook.
5. I will not attempt to gain unauthorized access to computers, networks or telecommunication systems nor attempt to view or use electronic files for which I am not specifically authorized.
6. I understand that I am responsible for maintaining the current level of security available on my workstation connected to the judiciary's network (DCN).
7. I understand that I am responsible for the proper use, care and reasonable protection from damage or loss of equipment that I use and will return it to the court in good condition, excluding normal wear and tear, at the end of my period of employment, or whenever the equipment is removed from service by the OIT.
8. I promise not to take any actions that will jeopardize the security of the judiciary's network or other automated information systems after my departure from employment with the court.
9. I acknowledge my responsibility to conform to the requirements and conditions set forth in this agreement, and I will abide by all applicable policies set forth in the Handbook.
10. I agree to follow the Code of Conduct set forth by the Judicial Council of the United States and will conduct myself accordingly both internally and socially, and comply with the guidelines outlined in the handbook.
11. I understand users bear sole responsibility for any material they send, access, or display on the internet or through email.

Name: \_\_\_\_\_

Chambers/Court Unit: \_\_\_\_\_

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date